



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Owen Malcolm, Treasurer
Friends for Cliff Stearns
P.O. Box 308
Silver Springs, FL 34489

SEP 20 2002

Identification Number: C00229377

Reference: July Quarterly Report (4/1/02-6/30/02)

Dear Mr. Malcolm:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-For future reports, please be advised that contributions to other committees or charitable organizations are not operating expenditures. These amounts should be disclosed on Line 21 of the Detailed Summary Page information and itemized on a separate Schedule B. (11 CFR §104.3(b)(2))

-Schedule A of your report discloses earmarked contributions through a conduit. Please be reminded that when a committee receives an earmarked contribution(s) through an allowable conduit, each individual contribution must be itemized when the individual's total contributions to your committee aggregate over \$200 per election cycle. This itemization must include the full name, address, occupation, and employer of the individual contributor along with the date the contribution(s) was received by the conduit.

In addition, the total contribution(s) received through the conduit must be itemized on Schedule A as a memo entry. The conduit's full name and address (and occupation and employer if the conduit is an individual) must also be provided, along with the date the contribution(s) was received by your committee and the total amount of earmarked contributions received from the conduit. Any unitemized contributions received through the conduit must be included in your totals on Line 11(a)(ii) of the Detailed